

Module 5

Chapter 1

Performance Plans

Introduction

Employees must have an approved, written, or otherwise recorded, performance plan based on work assignments and responsibilities. The plan must cover the official appraisal period.

If your activity uses COREDOC for position descriptions **and** the series is in the COREDOC library of position descriptions, the DCPDS will allow you to generate a performance plan for an employee.

COREDOC is programmed to reconfigure the duties selected into objectives for use in the **Performance Management Plan** window. It will format the duty statements (objectives) to emulate your Component's current performance management plan. The window is essentially the same for each Component; however, the output will be different depending on your Component. Air Force does not use this part of COREDOC.

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